

Program Summary

Employee Assistance Program

COUNSELING SERVICES

Counseling services are available for issues affecting employees and dependents. Members may speak with a professional counselor by phone, and the Employee Assistance Program will provide a referral to see a local counselor at no cost for issues such as:

- Anxiety and stress
- Depression
- Grief
- Parenting
- Drug or alcohol abuse
- Transition and change
- Workplace
- Relationships – individual, marital, and family

FAMILY CAREGIVING SERVICES

Referrals and information are available on a variety of family matters, including:

CHILD CARE AND PARENTING

- Prenatal care
- Daycare/summer camps
- Special needs services
- Preparing students for college

ELDER CARE

- Assisted living
- In-home care
- Transportation services
- Adult daycare

LEGAL SERVICES

A 30-minute phone or in-person consultation is available to help answer basic legal questions and simplify the process of obtaining legal help. Some common legal concerns include:

- Adoption
- Bankruptcy
- Child custody
- Criminal issues
- Divorce
- Estate planning
- Immigration
- Real estate
- Tenant's rights
- Mediation

FINANCIAL SERVICES

A 30-minute consultation with a qualified financial consultant is available to assist with a variety of financial concerns.

- Bankruptcy alternatives
- Budgeting and cash flow
- Credit issues
- Identity theft
- Education funding
- Income taxes
- Mortgages
- Retirement planning

CONVENIENCE SERVICES

The Employee Assistance Program includes complimentary referrals to convenience services to help members make the most of their money and free time.

- Repairs
- Moving and relocation services
- Cleaning services
- Car and hotel reservations
- Sightseeing tours
- Destination guides
- Dining
- Personal shopping
- Gift recommendations

MANAGEMENT CONSULTATION SERVICES

APS provides various services for those in leadership positions including unlimited telephonic consultation services that are available 24/7.

- Assistance in responding to an onsite accident or critical event
- Performance concerns
- Behavior concerns
- Training consultation services
- Substance misuse/DOT services

ONLINE TOOLS AND INFORMATION

APSHelpLink.com is an interactive web-based self-service solution. The site provides a wide array of life management tools to help members with a variety of personal and/or work related issues in a private and convenient manner.

- 8,000+ research articles
- Interactive wellness assessments
- 92 self-paced online trainings
- Monthly webinars
- Self-search locators for child, academic and adult care resources
- Wellness center
- Learning center
- And much more!



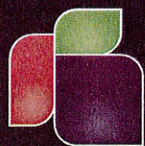
www.aphshelplink.com



1-800-999-1077



Company Code: GRANT



Employee Assistance Program

WorkLife Consultation and Referral Services

WorkLife Consultation and Referral services are a component of your Employee Assistance Program.

We all have times we worry about our work, family and personal life. Sometimes our lives are more stressful than other times, and it's only natural that you may need someone to talk with or need help finding a reliable resource. Your Employee Assistance Program's WorkLife Consultation and Referral Services put reliable resources for every day concerns at your fingertips. Easy to use, these services get you the answers and information you need and all at no cost to you.

What does the service provide?

This service takes the legwork out of provider searches. It gives you access to the expertise of WorkLife consultants as well as web access to thousands of practical, up-to-date articles, calculators, links, interactive planners and self-assessments.

How does it work?

Services are available through your EAP toll-free number or via the Internet (see below). A WorkLife consultant can help you identify the resources that best meet your needs and match your criteria. Within 12 business hours, you will receive up to three provider profiles with booklets and/or tip sheets, etc. related to your search.

What kind of assistance is available?

Services are available for a wide spectrum of WorkLife concerns such as:

Child Care and Parenting

- Group, family, in home or after school care
- Summer camps (resident, day, specialty)
- Parenting classes and support groups

Adult Care

- In-home, companion and respite services
- Legal and financial issues
- Housing options

Adoption

- International and domestic agencies
- Support groups
- Legal assistance

Education

- K-12 public and private schools
- Post high school education
- Financial aid, scholarships, tutoring

Daily Living

- Home maintenance/repair
- Emergency, errand and pet services
- Community volunteer opportunities
- Consumer information



www.apsshelpink.com



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